

Memorandum

To: The Honorable Members of the State Board of Education

From: Joy Hofmeister

Date: May 27, 2021

Subject: Oklahoma School Testing Program: College- and Career-Readiness Assessment – Grade 11 – Solicitation # 2650000387

This item is being presented to the State Board of Education (Board) for review and possible action regarding the State Department of Education's (SDE) recommendation for the bid award relating to the Oklahoma School Testing Program (OSTP): College- and Career-Readiness Assessment (CCRA) Grade 11 RFP solicitation.

On March 8, 2021, the Office of Management and Enterprise Services (OMES) submitted a request for proposals (RFP) for products and services relating to the Oklahoma School Testing Program (OSTP) in Grade 11. Responsive bids were due April 6, 2021. The RFP expressly provided for an administrative review period in which vendors believing the RFP was unnecessarily restrictive or limited competition could request a review by OMES. Requests for administrative review were due by March 15, 2021. No such requests were filed. Vendors also had the opportunity to submit questions; responses were provided, posted online, and incorporated by OMES as amendments to the RFP.

Subsequent to the close of the bid window, Oklahoma law at 70 O.S. §1210.508 requires the Board to adopt assessments from the proposals that were submitted for the CCRA Grade 11 RFP solicitation and then make a recommendation to the State Purchasing Director to award the contract to the adopted supplier. Notably, OMES administrative rules expressly prohibit the announcement of a decision regarding specific supplier evaluation or recommendation for bid award in any public manner or forum, including board meeting, until the State Purchasing Director has issued the award of contract. See OAC 260:115-7-32(d).

Evaluation Process

As required by the RFPs, OMES determined that each proposal met all mandatory requirements before turning them over to SDE for evaluation process.

The composition of the review committees was selected based on their assessment knowledge, standards/content knowledge, and experience with assessment accommodations. Prior to beginning the



process, each of the reviewers signed a Conflict of Interest Statement certifying that neither they nor any of their immediate family had any conflict of interest with any vendor that submitted proposals. The reviewers also signed Nondisclosure Statements certifying that they would not disclose or release any confidential information prior to contract award and would report any contact they had with the vendors. SDE Purchasing provided training on the evaluation process to each of these reviewers, and the Office of Assessments provided them the evaluation tool. Review committee members then independently evaluated the proposals.

Vendors' Proposals

OMES received two bids in response to the RFP and subsequently provided each of them to the State Department of Education (SDE) for evaluation

Pricing

This pricing component is based on Year 1/FY22 – Year 6/FY27 costs and includes services desired by the SDE. For the evaluation, pricing points were calculated using the following formula: Lowest bid amount ÷ the next highest bid amount × 50 points.

| | Proposal A | Proposal B |
|---|-------------------------|-------------------------|
| CCRA English Language Arts and Math, History/Science, Program Support, TAC Support, Year 1 | \$4,670,842.00 | \$4,603,988.00 |
| Renewal Option – Year 2 | \$4,707,508.00 | \$4,287,342.00 |
| Renewal Option – Year 3 | \$4,769,009.00 | \$4,355,532.00 |
| Renewal Option – Year 4 | \$4,883,968.00 | \$4,482,870.00 |
| Renewal Option – Year 5 | \$5,053,773.00 | \$4,510,104.00 |
| Renewal Option – Year 6 | \$5,113,577.00 | \$4,609,145.00 |
| Grand Total | \$ 29,198,677.00 | \$ 26,848,981.00 |



Evaluation Results

Oklahoma law and the RFP provide that the evaluations are on a best value determination (best value of products and services to the state). Proposals were evaluated by the review committee on the following criteria:

- Program/Project Management
- Online System Requirements
- Supports for Districts
- Materials Handling/Scoring Processes
- Points

Overall summary evaluation scores are provided below. The maximum number of points possible was 1230.

| Proposal A | Proposal B |
|------------|------------|
| 875.82 | 632.00 |

SDE Recommendation

It is the recommendation of the SDE and review committee that OMES award the contract for products and services set forth in the RFP to Proposal A.

As such, State Board of Education action is requested.